

APPENDIX B – Interagency Consultation Materials

APPENDIX B-1

- Checklist for Developing a Conformity SIP
- Comparison between Federal Conformity Rule and Arizona Administrative Code

| State Identified Sections R18-2-1400 | EPA Model Rule | ADOT Process Recommendations |
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| [93.105(a)(1)]. | | |
| GENERAL: [93.105(a)]. A conformity SIP shall include procedures for interagency consultation, conflict resolution, and public consultation. EPA encourages development of an extensive, effective consultation procedures that will resolve problems as early in the process as possible. @ 56 FR 62188 at 62201, November 24, 1993. The procedures must be written in a manner that gives them full legal effect. 40 CFR 51.390. | | |
| [R18-2-1405 (C)(1-6)] | [93.105(a)(1)]. | C-4 The statewide transportation plan and STIP. C-6 All transportation conformity determinations. |
| <p>An MPO where one exists, ADEQ, a county air pollution control agency where one exists, ADOT, a transit authority where one exists, and any local transportation agency shall undertake a consultation process in accordance with this Section with each other, with the local or regional offices of EPA, FHWA and FTA, with affected regional transportation agencies, and with the public on the development of the following as described in subsections (D) through (G):</p> <ol style="list-style-type: none"> 1. The implementation plan, including the emission budget and list of TCMs in the applicable implementation plan; 2. The unified planning work program under 23 CFR § 450.314; 3. The transportation plan and TIP; 4. The statewide transportation plan and STIP; 5. Any revisions to the preceding documents; 6. All transportation conformity determinations. | <p>Consultation is required on the development of the regional transportation plan (RTP), the transportation improvement program (TIP), on conformity determinations, and on the development of state implementation plan (SIP) revisions that affect transportation.</p> | <p>State Rule requires consultation on the Unified Planning Work Program Federal Rule does not list UPWP to meet State Rule Requirements MPO's should consult w/ADEQ on workplan, what is ADOT's role in including ADEQ /EPA others?</p> |
| [R18-2-1405 (A) (1-6)] | [93.105(a)(2)] | Update ADOT Process |
| <p>Consultation procedures as described in this Section shall be undertaken by all of the following entities and shall include the public and affected local and regional transportation agencies in preparing for and making conformity determinations and in developing applicable implementation plans:</p> <ol style="list-style-type: none"> 1. An MPO where one exists, 2. The Arizona Department of Transportation (ADOT). 3. The United States Department of Transportation (USDOT). 4. The Arizona Department of Environmental Quality (ADEQ). 5. The county air pollution control agency established pursuant to A.R.S. Title 49 where one exists. 6. The United States Environmental Protection Agency (EPA). | <p>MPOs and State departments of transportation must provide reasonable opportunity for consultation with State air agencies, local air quality and transportation agencies, DOT, and EPA, including consultation on specific processes for interagency consultation.</p> | <p>See R18-2-1405 (H) under the organization of consultation for section related to specific processes. State Rule is organized differently but meets Federal rule requirements.</p> |
| [93.105(b)] | | |
| INTERAGENCY CONSULTATION PROCEDURES: GENERAL FACTORS [93.105(b)]. States shall provide well defined consultation procedures in the implementation plan. Organizations with responsibilities for developing, submitting or implementing provisions of an implementation plan (including MPOs, State and local air quality planning agencies, and State and local transportation agencies) must consult with each other with and local or regional offices of EPA, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). | | |

| [R18-2-1405(E)(F)(G)] | [93.105(b)(1)]: | Update ADOT Process |
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| <p>E. ADOT, or the MPO where one exists, shall be the lead agency responsible for preparing the final document or decision and for assuring the adequacy of the consultation process with respect to the development of the transportation plan and the TIP. The MPO shall be the lead agency responsible for preparing the final document or decision and for assuring the adequacy of the consultation process with respect to the development of the unified planning work program under 23 CFR 450.314.</p> <p>F. ADOT shall be the lead agency responsible for preparing the final document or decision and for assuring the adequacy of the consultation process with respect to the development of the statewide transportation plan and the STIP.</p> <p>G. ADOT, or the MPO where one exists, shall be the lead agency responsible for preparing the final document or decision and for assuring the adequacy of the consultation process with respect to determinations of transportation conformity, except that the entity authorized to adopt or approve a project shall be the lead agency responsible for project-level conformity determinations for projects out</p> | <p>procedures that require that agencies consult on the development of the implementation plan, the transportation plan, the TIP, and associated conformity determinations</p> | <p>State Rule discusses consultation on UPWP for MPO, otherwise State Rule meets Federal Rule.</p> |
| [R18-2-1405(D)] | [93.105(b)(2)(i)]: | N/A ADEQ or MPO Lead |
| <p>ADEQ, or the MPO in a county having a population greater than 250,000 persons, shall be the lead agency responsible for preparing an implementation plan, the associated emission budgets, and the list of TCMs in the plan. The lead agency shall also be responsible for assuring the adequacy of the consultation process. The concurrence of ADEQ on each implementation plan is required before ADEQ adopts the plan and transmits it to EPA for inclusion in the state implementation plan pursuant to A.R.S. § 49-406.</p> | <p>the roles and responsibilities of each agency at each stage in the SIP development process and the transportation planning process, including technical meetings</p> | <p>State rule prescribes population threshold of 250,000 persons in a county as lead agency for implementation plan, and adequacy of consultation plan, no direct mention of meetings.</p> |
| [R18-2-1405 (H)(1-6)] | [93.105(b)(2)(ii)]: | Update ADOT Process |
| <p>Each lead agency described in subsections (D) through (G) shall:</p> <ol style="list-style-type: none"> 1. Confer with all other agencies having an interest in the document or decision to be developed; 2. Provide access to all information needed for meaningful input; 3. Solicit early and continuing input from those agencies; 4. Conduct the public consultation process described in subsection (P); 5. Assure policy-level contact with agencies; 6. With the exception of notifications pursuant to subsection (M)(8), prior to taking any action required pursuant to subsections (D) through (G), consider the views of each agency and the public and respond to significant comments in a timely, substantive written manner prior to taking any final action and assure that such views and written response are made part of the record of any action. | <p>the organizational level of regular consultation</p> | <p>State Rule prescribes what is required in consultation, organizational level is misidentified by lead agencies.</p> |

| [R18-2-1405(B) (1-5)] | [93.105(b)(2)(iii)] | Update ADOT Process |
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| <p>The following elements shall be used to implement the consultation processes under subsection (M), with the exception of subsection (M)(8), and under subsection (N), with the exception of subsections (N)(2) and (N)(3), and shall include all affected agencies and interested members of the public, and may be conducted at separate times or in combination:</p> <ol style="list-style-type: none"> 1. Providing to the affected agencies and interested members of the public information describing the upcoming decision process, 2. Distributing or providing access to draft documents, 3. Providing an opportunity for informal question and answer on the draft document or proposed decision, 4. Providing an opportunity for formal written comment, 5. Writing and distributing both a response to comments and the final document or decision. | a process for circulating (or providing ready access to) draft documents and supporting materials for comment before formal adoption or publication | <u>State Rules meet Federal Requirements - No additional changes necessary</u> |
| | [93.105(b)(2)(iv)]: | NEW Process Needed |
| | the frequency of, or process for convening, consultation meetings and responsibility for establishing meeting agendas | State Rule does not specifically address Frequency only that the lead agency is responsible for determining adequacy of consultation. |
| [R18-2-1405(B)(5)] | [93.105(b)(2)(v)] | Update ADOT Process |
| Writing and distributing both a response to comments and the final document or decision. | a process for responding to significant comments of involved agencies | <u>State Rules meet Federal Requirements - No additional changes necessary</u> |
| [R18-2-1450 (c)(1)] | [93.105(b)(2)(vi)]. | |
| The implementation plan, including the emission budget and list of TCMs in the applicable implementation plan; | a process for the development of a list of the transportation control measures (TCMs) that are in the applicable implementation plan | <u>State Rules meet Federal Requirements - No additional changes necessary</u> |
| [93.105(c)]: | | |
| SPECIFIC PROCESSES Interagency consultation procedures shall include the specific processes listed below [93.105(c)]: | | |
| [R18-2-1405(M)] | [93.105(c)(1)]: | Update ADOT Process |
| A consultation process involving an MPO where one exists, ADEQ, a county air pollution control agency where one exists, ADOT, a transit authority where one exists, local and regional transportation agencies, EPA, USDOT, and the public shall be undertaken for the following: | A process involving at least the MPO(s), State and local air quality planning and transportation agencies, EPA, and the Department of Transportation (DOT) for the following | <u>State Rules meet Federal Requirements - No additional changes necessary</u> |
| [R18-2-1405(M)(1)] | [93.105(c)(1)(i)]: | M-1 Choosing models and assumptions for microscale and regional analysis. |
| Evaluating and choosing each model and associated methods and assumptions to be used in hot-spot analyses and regional emissions analyses including vehicle miles traveled (VMT) forecasting. The consultation process pursuant to this subsection shall be initiated by ADOT or the MPO where one exists. | Evaluating and choosing models and associated methods and assumptions for hot-spot and regional emissions analyses | <u>State Rules meet Federal Requirements - No additional changes necessary</u> |

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| [R18-2-1405(M)(4)] | [93.105(c)(1)(ii)]: | M-4 Determining which minor arterials serve regional transportation needs and which concept design or scope changes are considered significant. |
| <p>Determining pursuant to subsection (R) which minor arterials and other transportation projects should be considered "regionally significant" for the purposes of regional emissions analysis and which projects should be considered to have a significant change in design concept and scope from the transportation plan or TIP. The consultation process pursuant to this subsection shall be initiated by the MPO. In nonattainment areas where no MPO exists, ADOT shall initiate the consultation process for determining pursuant to subsection (R) which minor arterials and other transportation projects should be considered "regionally significant" for the purposes of regional emissions analysis.</p> | <p>Determining which minor arterials and other projects are "regionally significant" for the regional emissions analysis (in addition to those functionally classified as principal arterials or higher or fixed guide way systems or extensions that offer an alternative to regional highway travel)</p> | <p>State rule does not specifically address those functionally classified as principal arterials or higher or fixed guide way systems that offer an alternative to regional highway travel. State rule includes additional requirements in R, ADOT processes include R-2 Development of map and guidance regarding regionally significant transportation projects. R-3 Proposed list of transportation projects to be considered regionally significant.</p> |
| [R18-2-1405(M)(3)] | [93.105(c)(1)(ii)]: | M-3 Determining whether or not a transportation project that is outside of a TIP is included in the regional emissions analysis |
| <p>Making a determination, as required by R18-2-1429(C)(2), whether the project is included in the regional emissions analysis supporting the currently conforming TIP's conformity determination, even if the project is not included in the TIP for the purposes of MPO project selection or endorsement, and whether the project's design concept and scope have changed significantly from those which were included in the regional emissions analysis, or in a manner which would significantly impact use of the facility. The consultation process pursuant to this subsection shall be initiated by the MPO. In nonattainment areas where no MPO exists, ADOT shall initiate the consultation process for making a determination, as required by R18-2-1429(C)(2), whether a project that is outside of a TIP is included in the regional emissions analysis, and whether the project's design concept and scope have changed significantly from those which were included in the regional emissions analysis, or in a manner which would significantly impact use of the facility.</p> | <p>Determining which projects should be considered to have a significant change in design concept and scope from the RTP or TIP</p> | <p>State rule meets Federal requirements. R18-2-1429(C)(2)?</p> |
| [R18-2-1405(M)(5)] | [93.105(c)(1)(iii)]: | M-5 Evaluating whether exempt projects should be treated as non-exempt. |
| <p>Evaluating whether exempt projects as described in R18-2-1434 and R18-2-1435 should be treated as non-exempt in cases where potential adverse emissions impacts may exist for any reason. The consultation process pursuant to this subsection shall be initiated by ADOT or the MPO where one exists.</p> | <p>Evaluating whether otherwise exempt projects (see 93.126 and 93.127) should be treated as non-exempt where adverse impacts are possible for any reason</p> | <p>State rule meets Federal requirements. R18-2-1434, 1435needs to include verbatim provisions in Federal 40CFR93.126 and 127.</p> |

| [R18-2-1405(M)(6)] | [93.105(c)(1)(iv); 93.113(c)(1)]; | M-6 Determining whether past obstacles to TCMs are removed and TCMs are given funding priority. |
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| <p>Making a determination, as required by R18-2-1413, whether past obstacles to implementation of TCMs which are behind the schedule established in the applicable implementation plan have been identified and are being overcome, and whether state and local agencies with influence over approvals or funding for TCMs are giving maximum priority to approval or funding for TCMs. This consultation process shall also consider whether delays in TCM implementation necessitate revisions to the applicable implementation plan to remove TCMs or to substitute TCMs or other emission reduction measures. The consultation process pursuant to this subsection shall be initiated by ADOT or the MPO where one exists.</p> | <p>Determining whether past obstacles to implementation of transportation control measures (TCMs) in approved SIPs have been identified and are being overcome (for TCMs behind SIP schedules)</p> | <p><u>State Rules meet Federal Requirements - No additional changes necessary</u></p> |
| [R18-2-1405(M)(6)] | [93.105(c)(1)(iv)]; | Part of M-6, Update ADOT Process |
| <p>Making a determination, as required by R18-2-1413, whether past obstacles to implementation of TCMs which are behind the schedule established in the applicable implementation plan have been identified and are being overcome, and whether state and local agencies with influence over approvals or funding for TCMs are giving maximum priority to approval or funding for TCMs. This consultation process shall also consider whether delays in TCM implementation necessitate revisions to the applicable implementation plan to remove TCMs or to substitute TCMs or other emission reduction measures. The consultation process pursuant to this subsection shall be initiated by ADOT or the MPO where one exists.</p> | <p>Determining whether State and local agencies are giving maximum priority to approval and funding for TCMs in approved SIPs</p> | <p><u>State Rules meet Federal Requirements - No additional changes necessary</u></p> |
| [R18-2-1405(M)(6)] | [93.105(c)(1)(iv)]; | Part of M-6, Update ADOT Process |
| <p>Making a determination, as required by R18-2-1413, whether past obstacles to implementation of TCMs which are behind the schedule established in the applicable implementation plan have been identified and are being overcome, and whether state and local agencies with influence over approvals or funding for TCMs are giving maximum priority to approval or funding for TCMs. This consultation process shall also consider whether delays in TCM implementation necessitate revisions to the applicable implementation plan to remove TCMs or to substitute TCMs or other emission reduction measures. The consultation process pursuant to this subsection shall be initiated by ADOT or the MPO where one exists.</p> | <p>Determining whether delays in the implementation of approved SIP TCMs necessitate revisions to the SIP to remove or substitute such TCMs or other emission reduction measures</p> | <p><u>State Rules meet Federal Requirements - No additional changes necessary</u></p> |

| [R18-2-1405(M)(8)] | [93.105(c)(1)(v)]; | M-8 Adding and deleting exempt projects from the STIP and TIP. |
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| Notification of transportation plan or TIP revisions or amendments which merely add or delete exempt projects listed in R18-2-1434. Notice shall be provided by the MPO and need not be provided prior to final action. Notice shall be provided by ADOT for revisions and amendments affecting the state transportation plan and the state TIP. The public involvement process described in subsection (P) is not required for the purposes of this subsection. | Notification of transportation plan and TIP amendments which only add or delete exempt projects listed in 93.126 and 93.127. | State rule meets Federal requirements. R18-2-1434 needs to include verbatim provisions in Federal 40CFR93.126 and 127. |
| | [93.105(c)(1)(vii)]. | NEW Process Needed |
| In nonattainment areas where no MPO exists, ADOT shall initiate the consultation process for making a determination, as required by R18-2-1429(C)(2) | Choosing conformity tests and methodologies for isolated rural nonattainment and maintenance areas, as required by 93.109(l)(2)(iii) | State rule does not specifically address this requirement, however ADOT's is identified as lead in rural areas and ADOT developed updated methodologies in March of 2009 for consultation and discussion. |
| [R18-2-1405(N)] | [93.105(c)(2)]; | |
| A process involving at least the MPO and State and local air and transportation agencies for: | | |
| [R18-2-1405(N)(1)] | [93.105(c)(2)(i)]; | N-1 Events which trigger new conformity determinations. |
| Evaluating events which will trigger new conformity determinations in addition to those triggering events established in R18-2-1404 and including any changes in planning assumptions that may trigger a new conformity determination. The consultation process pursuant to this subsection shall be initiated by ADOT or the MPO where one exists. | Evaluating events that will trigger new conformity determinations in addition to those required by 93.104 | State rule meets Federal requirements. Need to verify that State Rule R18-2-1404 is consistent and with § 93.104 Frequency of conformity determinations. |
| [R18-2-1405(N)(2)] | [93.105(c)(2)(ii)]. | N-2 Consulting on emissions analysis for transportation activities which cross the MPOs or nonattainment areas. |
| Consulting on emissions analysis for transportation activities which cross the borders of MPOs or nonattainment areas or air basins. The consultation process pursuant to this subsection shall be initiated by ADOT or the MPO where one exists. The public involvement process described in subsection (P) is not required for the purposes of this subsection. | Consulting on emissions analysis for transportation activities which cross borders of MPOs, nonattainment areas or air basins | <u>State Rules meet Federal Requirements - No additional changes necessary</u> |

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| [R18-2-1405(N)(3)] | [93.105(c)(3)]. | N-3 Cooperative planning and analysis for purposes of determining conformity of all projects outside the metropolitan area but within the nonattainment or maintenance area. |
| Where the metropolitan planning area does not include the entire nonattainment or maintenance area, a consultation process involving the MPO and ADOT for cooperative planning and analysis for purposes of determining conformity of all projects outside the metropolitan area and within the nonattainment or maintenance area. The consultation process pursuant to this subsection shall be initiated by ADOT. The public involvement process described in subsection (P) is not required for the purposes of this subsection. | Where the metropolitan planning area does not include the entire nonattainment or maintenance area, procedures must specify a process involving the MPO and the State DOT for cooperative planning and analysis for determining conformity of projects outside the metropolitan area and within the nonattainment or maintenance area. | <u>State Rules meet Federal Requirements - No additional changes necessary</u> |
| [R18-2-1405(O)(1)] | [93.105(c)(4)]. | O-1 Disclosure of possible regionally significant transportation projects by agencies receiving federal highway or transit funds. |
| A consultation process involving the MPO, ADEQ, a county air pollution control agency where one exists, ADOT, recipients of funds designated under 23 U.S.C. or the Federal Transit Act and any agency created under state law that sponsors or approves transportation projects shall be undertaken to assure that plans for construction of regionally significant projects which are not FHWA or FTA projects, including projects for which alternative locations, design concept or scope, or the no-build option are still being considered, are disclosed as soon as practicable to ADOT or the MPO where one exists, so as to assure that any significant changes to the design concept or scope of those plans are disclosed as soon as practicable. The political subdivision having authority to adopt or approve a regionally significant transportation project, and any agency that becomes aware of any such project through applications for approval, permitting, funding, or otherwise shall disclose such project to ADOT or the MPO if one exists as soon as practicable. | Specifies a process to ensure disclosure of plans for regionally significant non-FHWA/FTA projects (including projects for which alternatives are still being considered) to the MPO on a regular basis, and immediate disclosure of any changes to those plans. | State rule closely meets Federal requirements, State Rule lists as soon as practicable instead of on a regular basis. |

| [R18-2-1405(O)(1)] | [93.105(c)(5)]. | Part of O-1, Update ADOT Process |
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| <p>..To help assure timely disclosure, the political subdivision having authority to adopt or approve any potential regionally significant transportation project shall disclose to ADOT or the MPO on a schedule prescribed by ADOT or the MPO, whichever is appropriate, each project for which alternatives have been identified through the NEPA process and, in particular, any preferred alternative that may be a regionally significant project. The consultation process shall include assuming the location, design concept, and scope of the project, where the sponsor has not yet decided these features, in sufficient detail to allow ADOT or the MPO to perform a regional emissions analysis. The consultation process pursuant to this subsection shall be initiated by ADOT or the MPO where one exists.</p> | <p>Provides a process involving the MPO and other federal funds recipients for assuming project location and design concept/scope where these features not adequately defined for regional emissions analysis.</p> | <p><u>State Rules meet Federal Requirements - No additional changes necessary</u></p> |
| [R18-2-1405(N)(4)] | [93.105(c)(6)]. | N-4 Consulting on the design, schedule, and funding of research and data collection efforts and regional transportation model development. |
| <p>The design, schedule, and funding of research and data collection efforts and regional transportation model development. The consultation process pursuant to this subsection shall be initiated by ADOT or the MPO where one exists.</p> | <p>Specifies a process for consulting on design, schedule, and funding of research and data collection efforts and regional transportation model development by the MPO.</p> | <p><u>State Rules meet Federal Requirements - No additional changes necessary</u></p> |
| [R18-2-1405(K)] | [93.105(c)(7)]. | NEW Process Needed |
| <p>Each lead agency subject to a consultation process under this Section, including any federal agency, shall provide or notice the availability of each final document that is the product of the consultation process, together with all supporting information, to each other agency and members of the public that have participated in the consultation process within 15 days of adopting or approving the document or making the determination. An agency may supply a checklist of available supporting information, which other participating agencies or the public may use to request all or part of the supporting information, in lieu of generally distributing all supporting information.</p> | <p>Specifies a process for providing final documents and supporting information to each agency (including federal agencies) after approval or adoption</p> | <p><u>State Rules meet Federal Requirements - No additional changes necessary</u></p> |
| [93.105(d)]. | | |
| RESOLVING CONFLICTS [93.105(d)]. The process for resolving conflicts must specify that: | | |

| [R18-2-1405(Q)] | [93.105(d)]; | Update ADOT Process |
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| Any conflict among state agencies or between state agencies and an MPO shall be escalated to the Governor if the conflict cannot be resolved by the directors of the involved agencies. The Governor may delegate to another official or agency within the state the role of hearing any appeal under this subsection and of deciding whether to concur in the determination or decision but may not delegate these functions to the director or staff of ADEQ, to any local air quality agency, to ADOT, to any state transportation commission or board, to an MPO, or to any agency that has responsibility for any of these functions. | Unresolvable conflicts among state agencies or between state agencies and an MPO shall be escalated to the Governor or Governors designee (designee can not be the State or local air agency, State department of transportation, State transportation commission or board, or an MPO) | <u>State Rules meet Federal Requirements - No additional changes necessary</u> |
| Within 14 calendar days after ADOT or the MPO has notified ADEQ of its decision, ADEQ may appeal a proposed determination of conformity, or other policy decision under this Article, to the Governor. ADEQ must provide notice of any appeal under this subsection to ADOT or the MPO. | The State air agency has 14 calendar days (the implementation plan should define the procedures for starting the 14-day clock) to appeal to the Governor after the State DOT or MPO has notified the State air agency head of the resolution of his or her comments | <u>State Rules meet Federal Requirements - No additional changes necessary</u> |
| If ADEQ appeals to the Governor, the final conformity determination or policy decision shall have the concurrence of the Governor. If ADEQ does not appeal to the Governor within 14 days, ADOT or the MPO may proceed with the final determination or decision. | If the State air agency appeals to the Governor, the final conformity determination must have Governor's concurrence. If there is no appeal, the MPO or state DOT may proceed with the final conformity determination | <u>State Rules meet Federal Requirements - No additional changes necessary</u> |
| [R18-2-1405(P)(1)] | [93.105(e)]; | |
| PUBLIC CONSULTATION PROCEDURES. Affected agencies making conformity determinations on transportation plans, TIPs, and projects shall establish a proactive public involvement process [93.105(e)]. This general requirement can be satisfied by referencing the MPO's procedures,8 in addition to specifying or referencing the additional items listed below. Consultation procedures must set out a public process that, at a minimum: | | |
| [R18-2-1405(P)(1)(d)] | [93.105(e)]; | Update ADOT Process |
| Provides reasonable public access to technical and policy information used in the development of plans and TIPs and open public meetings where matters related to the federal-aid highway and transit programs are being considered. | Provides for reasonable public access to technical and policy information considered by the agency at the beginning of the public comment period and prior to taking formal action on a transportation plan or TIP conformity determination, consistent with 93.105 and 23 CFR 450.316(a) | <u>State Rules meet Federal Requirements - No additional changes necessary</u> |
| | [49 CFR 7.43, 93.105(e)]; | Further Review |
| | Ensures that any charges imposed for public inspection or copying are reasonable | Revisions needed? |
| [R18-2-1405(P)(1)(j)] | [93.105(e)]; | |
| ADOT or the MPO where one exists shall specifically address in writing all public comments that known plans for a regionally significant transportation project which is not receiving FHWA or FTA funding or approval have not been properly reflected in the emissions analysis supporting a proposed conformity finding for a transportation plan or TIP. | Provides that agencies must specifically address in writing all public comments that plans for regionally significant non-FHWA/FTA projects are not properly reflected in the emissions analysis | <u>State Rules meet Federal Requirements - No additional changes necessary</u> |

| [R18-2-1405(P)(2)(a-f)] | [93.105(e)]. | Update ADOT Process |
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| <p>Local and regional transportation agencies when making conformity determinations on regionally significant transportation projects shall establish and implement a public involvement process which meets, at a minimum, the following requirements:</p> <p>a. Provides to the affected agencies and interested members of the public information describing the upcoming decision process.</p> <p>b. Distributes or provides access to draft documents and all information needed for meaningful input.</p> <p>c. Solicits early and continuing input from interested agencies and the public.</p> <p>d. Provides an opportunity for informal question and answer on the draft document or proposed decision.</p> <p>e. Provides an opportunity for formal written comment.</p> <p>f. Provides for writing and distributing both a response to comments and the final document or decision. The response to comments shall consider the views of each agency and the public. The response to comments shall be made in a timely, substantive written manner prior to taking any final action and shall be made part of the record of any action.</p> | <p>Provides opportunity for public involvement in project conformity determinations as otherwise required by law</p> | <p><u>State Rules meet Federal Requirements - No additional changes necessary</u></p> |
| [93.122(a)(4)(ii)] | | |
| <p>ENFORCEABLE WRITTEN COMMITMENTS REQUIRED FOR EMISSIONS REDUCTION CREDIT: Emissions reduction credit from any control measures that are not included in the transportation plan and TIP and that do not require a regulatory action in order to be implemented may not be included in the emissions analysis unless the conformity determination includes written commitments to implementation from the appropriate entities [93.122(a)(4)(ii)]. Language addressing 93.122(a)(4)(ii) should include, at a minimum, the following:</p> | | |

| [R18-2-1430(A)(3)] | [93.122(a)(4)(ii)] | NEW Process Needed |
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| <p>Procedures for Determining Regional Transportation-related Emissions A. The following are general requirements for determining regional transportation-related emissions: 3. Emissions reduction credit from projects, programs, or activities which require a regulation in order to be implemented may not be included in the emissions analysis unless the regulation is already adopted by the enforcing jurisdiction. Adopted regulations are required for demand management strategies for reducing emissions which are not specifically identified in the applicable implementation plan, and for control programs which are external to the transportation system itself, such as tailpipe or evaporative emission standards, limits on gasoline volatility, inspection and maintenance programs, and oxygenated or reformulated gasoline or diesel fuel..</p> | <p>In accordance with 40 CFR 93.122(a)(4)(ii), prior to making a conformity determination on the Transportation Plan or TIP, MPO or ADOT will not include emissions reduction credits from any control measures that are not included in the Transportation Plan or TIP and that do not require a regulatory action in the regional emissions analysis used in the conformity analysis unless ADOT or MPO or FHWA/FTA obtains written commitments, as defined in 40 CFR 93.101, from the appropriate entities to implement those control measures. The written commitments to implement those control measures must be fulfilled by the appropriate entities</p> | <p><u>Adopt EPA language for Commitments for Regional Emissions Analysis</u></p> |
| [93.125(c)] | | |
| <p>ENFORCEABILITY OF DESIGN CONCEPT AND SCOPE AND PROJECT-LEVEL MITIGATION AND CONTROL MEASURES: Before a conformity determination is made, written commitments must be obtained for any project-level mitigation or control measures. [93.125(c)] Language addressing 93.125(c) should include, at a minimum, the following:</p> | | |
| [R18-2-1433] | [93.125(c).] | M-2 Determining whether a transportation project may proceed without previously committed mitigation or control measures. |
| <p>Enforceability of Design Concept and Scope and Project-level Mitigation and Control Measures C. Enforceable written commitments to mitigation or control measures shall be obtained prior to a positive conformity determination, and that project sponsors shall comply with such commitments.</p> | <p>In accordance with 40 CFR 93.125(c), prior to making a project-level conformity determination for a transportation project, FHWA/FTA must obtain from the project sponsor and/or operator written commitments, as defined in 40 CFR 93.101, to implement any project-level mitigation or control measures in the construction or operation of the project identified as conditions for NEPA process completion. The written commitments to implement those project-level mitigation or control measures must be fulfilled by the appropriate entities. Prior to making a conformity determination on the Transportation Plan or TIP, MPO or ADOT will ensure any project-level mitigation or control measures are included in the project design concept and scope and are appropriately identified in the regional emissions analysis used in the conformity analysis. Prior to making a project-level conformity determination, written commitments will be obtained before such mitigation or control measures are used in a project-level hot-spot conformity analysis.</p> | <p><u>Adopt EPA language for Commitments for Project-Level Mitigation and Control Measures</u></p> |

| Sections of the State rule and ADOT processes that no longer apply | | |
|--|---|--|
| <p>R18-2-1405(M)(7) Identifying, as required by R18-2-1431, projects located at sites in PM 10 nonattainment areas which have vehicle and roadway emission and dispersion characteristics which are essentially identical to those at sites which have violations verified by monitoring, and therefore require quantitative PM 10 hot-spot analysis. The consultation process pursuant to this subsection shall be initiated by ADOT or the MPO where one exists. R18-2-1405(M)(9) Project-level conformity determinations pursuant to R18-2-1416. The consultation process pursuant to this subsection shall be initiated by the recipient of the funds designated under 23 U.S.C. or the Federal Transit Act. R18-2-1405(O)(2) A consultation process involving the MPO, ADEQ, a county air pollution control agency where one exists, ADOT, recipients of funds designated under 23 U.S.C. or the Federal Transit Act, any agency created under state law that sponsors or approves transportation projects, and the public shall be undertaken for the development of procedures as described in R18-2-1429.</p> | <p>Hot-spot provisions were removed in SAFETEA-LU, analysis still under Federal Review, state rule sections related to projects are no longer applicable.</p> | <p>M-7 Determining whether PM-10 hotspot analysis is required. M-9 Conformity determinations for transportation projects which are federally funded or otherwise require federal approval. O-2 Development of procedures regarding required information and timeframes for approval of nonfederal projects by agencies which are recipients of federal highway or transit funds.</p> |
| Sections of the State rule not covered in Federal Rule requirements | | |
| <p>State A.A.C R18-2-1405 (L) A meeting that is scheduled or required for another purpose may be used for the purposes of consultation if the conformity consultation purpose is identified in the public notice for the meeting.</p> <p>State A.A.C R18-2-1405 (N)(5) Determining that a conforming project approved with mitigation no longer requires mitigation. The consultation process pursuant to this subsection shall be initiated by ADOT or the MPO where one exists.</p> <p>Sections of A.A.C R18-2-1405 (P)(1)g. Seeks out and considers the needs of those traditionally underserved by existing transportation systems, including but not limited to low-income and minority households. h. When significant written and oral comments are received on a draft transportation plan or TIP, including the financial plan, as a result of the public involvement process or the consultation process required by this Section, a summary, analysis, and report on the disposition of comments shall be made part of the final plan and TIP. i. If the final transportation plan or TIP differs significantly from the one which was made available for public comment by the MPO and it raises new material issues which interested parties could not reasonably have foreseen from the public involvement efforts, an additional opportunity for public comment on the revised plan or TIP shall be made available. k. Public involvement processes shall be periodically reviewed by ADOT or the MPO in terms of their effectiveness in assuring that the process provides full and open access to all. l. These procedures will be reviewed by the FHWA and the FTA during certification reviews for TMAs, and as otherwise necessary for all MPOs, to assure that full and open access is provided to MPO decisionmaking processes. m. Metropolitan public involvement processes shall be reviewed by ADOT or the MPO in terms of their effectiveness in assuring that the process provides full and open access to all.</p> <p>Sections specific to Arizona Rules (R,S,T) R. The following procedures shall govern the consultation process regarding regionally significant transportation projects as defined in R18-2-1401(37):S. An agency having a role or responsibility under this Section may delegate that role or responsibility to another entity pursuant to the applicable state law but shall notify all other parties to the consultation process of this fact when the delegation occurs and shall also provide to the other parties the name, address, and telephone number of one or more contact persons representing the entity that is accepting the delegated role or responsibility.T. The provisions of this Section apply only to TIP and STIP planning cycles beginning with the cycles next following the effective date of this Section. The provisions of 40 CFR 51, Subpart T, continue to apply to all TIP and STIP planning cycles in progress at the time of the effective date of this Section. The provisions of this Section apply to consultation on projects and TIP amendments as of the effective date of this Section.</p> | | |

APPENDIX B-2

➤ Arizona Air Quality Agency Planning & Implementation Responsibilities

ARIZONA AIR QUALITY

AGENCY PLANNING & IMPLEMENTATION RESPONSIBILITIES

| ADEQ | ADOT | COUNTIES | EPA | FHWA | MPOs | TRIBES |
|--|--|--|---|--|--|---|
| Ambient Air Monitoring & Reporting | State Transportation Improvement Plan (STIP) | Ambient Air Monitoring & Reporting | Development of Air Quality Plans & Rules (National) | Approval for STIP | Regional Transportation Plan (RTP) | Ambient Air Monitoring & Reporting |
| Development & Submittal of State Implementation Plans (SIPs) | Micro-scale Air Quality Analysis & Modeling (Project Level Conformity) | Trip Reduction & Voluntary Vehicle Repair Programs | Establish National Ambient Air Quality Standards (NAAQS) | Approval for Regional and Project Level Conformity | Transportation Improvement Program (TIP) | Development & Submittal of Tribal Implementation Plans (TIPs) |
| Air Pollution Forecasting | Prepare Appropriate Environmental Document | Air Pollution Forecasting | Make Attainment/ Non-Attainment & Maintenance Area Designations | Approval of Environmental Documents | Arterial Life Cycle Program (ALCP) | Air Pollution Forecasting |
| Air Quality Research, Planning & Analysis | Statewide Long Range Transportation Plan (LRTP) | Air Quality Research, Planning & Analysis | Repository for Ambient Air Monitoring Data | Congestion Mitigation and Air Quality (CMAQ) Project Funding | CMAQ Project Analysis and Recommendations | Air Quality Research, Planning & Analysis |
| Compliance & Enforcement | Statewide Travel Demand Modeling and Forecasting | Compliance & Enforcement | Regional & National Air Quality Research, Planning & Analysis | Regional & National Air Quality Research, Planning & Analysis | Transportation Studies & Reports | Compliance & Enforcement |
| Permitting | Development of State Planning and Research (SPR) Program | Permitting | Approval of State & Tribal Implementation Plans | Training for Conformity Modeling and Analysis | Geographic Information System (GIS) Data and Maps | Permitting |
| Vehicle Emission & Inspection Programs | Coordination of Regional Transportation and Emissions Analysis in non-MPO Councils of Governments (COGs) | Dust Control Rules and Training | Develop and Distribute Modeling Software – Motor Vehicle Emission Simulator (MOVES) | Development of Regulations and Guidance for Transportation Planning and Air Quality Conformity | Regional Air Quality Analysis & Modeling (Regional Conformity) | Traffic Counts, GIS Data and Maps |
| Development of Air Quality Plans & Rules (Statewide) | Traffic Data and Projections | Development of Air Quality Plans & Rules (County) | Compliance & Enforcement | | Traffic Data, Forecasts & Modeling | Development of Air Quality Plans and Rules (Tribal) |

Arizona Department of Environmental Quality (ADEQ) – ADEQ's mission is to protect and enhance public health, welfare and the environment in AZ. The Air Quality Division mission is to protect and enhance public health and the environment by controlling present and future sources of air pollution.

Arizona Department of Transportation (ADOT) – Arizona's multi-modal transportation agency.

Arterial Life Cycle Program (ALCP) - Provides management and oversight for the street projects contained in the Regional Transportation Plan (RTP). The ALCP is a key safeguard that was part of Proposition 400 and represents more than \$1.8 billion of investment over the next 20 years.

Congestion Mitigation and Air Quality (CMAQ) – a program which supports surface transportation projects and other related efforts that contribute air quality improvements and provide congestion relief.

Environmental Protection Agency (EPA) - EPA's mission is to protect human health and the environment.

Federal Highway Administration (FHWA) - FHWA is an agency within the U.S. Department of Transportation that supports State and local governments in the design, construction, and maintenance of the Nation's highway system and various federally and tribal owned lands. FHWA's air quality programs include transportation conformity, air toxics, and the Congestion Mitigation and Air Quality Improvement (CMAQ) program.

Long Range Transportation Plan (LRTP) – This plan defines visionary, yet pragmatic, investment choices Arizona will make over the next 25 years to maintain and improve its multimodal transportation system.

Metropolitan Planning Organization (MPO) – There are 5 MPOs in Arizona which include: Central Yavapai (CYMPO), Flagstaff (FMPO), Maricopa Association of Governments (MAG), Pima Association of Governments (PAG), and Yuma (YMPO). MPOs are required for urban areas as a result of the 1973 Federal Transportation Act.

National Ambient Air Quality Standards (NAAQS) – EPA has established National Ambient Air Quality Standards (NAAQS) for six primary air pollutants including: carbon monoxide (CO), lead (Pb), nitrogen dioxide (NO₂), ozone (O₃), particulate matter (PM₁₀ and PM_{2.5}), and sulfur dioxide (SO₂).

Regional Transportation Plan (RTP) – A plan developed by MPOs that covers 20 years.

State Implementation Plan (SIP) – A SIP is an enforceable plan developed at the state and local level that explains how the area will comply with the NAAQS according to the Clean Air Act. The SIP includes all air pollution strategies, state statutes, state and local rules, and local ordinances implemented under Title I of the Clean Air Act by governmental agencies within the state (excluding Tribal lands). Revisions are necessary when new federal or state requirements are enacted, when new data improves modeling techniques, when a specific area's attainment status changes, or when an area fails to reach attainment. Revisions to Arizona's SIP must be submitted to the EPA by the ADEQ Director on behalf of the governor. Once approved by EPA and published in the Federal Register, the provisions contained in the SIP revision become enforceable by the federal government as well as by the appropriate governmental entities of Arizona. The cumulative and complete record of SIP revisions that have been approved by EPA and federally enforceable in Arizona is called the "applicable Arizona SIP."

State Planning and Research (SPR) Program – The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA–LU) requires that States set aside 2 percent of the apportionments they receive from the Interstate Maintenance, National Highway System, Surface Transportation, Highway Bridge, Congestion Mitigation and Air Quality Improvement, and Equity Bonus programs for State planning and research activities. Of this amount, States must allocate 25 percent for research, development, and technology.

State Transportation Improvement Program (STIP) – ADOT's 3 year statewide program of priority projects (approved by FHWA). All highway and transit projects in the state, funded under Title 23 and the Federal Transit Act, must be included in a federally approved STIP. Projects in the STIP must be consistent with the Statewide long-range transportation plan and metropolitan transportation improvement program (TIP). The Clean Air Act Amendments (CAAA) require MPOs within nonattainment areas to perform conformity determinations prior to the approval of their RTP and TIP.

Transportation Improvement Program (TIP) – Schedule of specific transportation infrastructure projects to be constructed or implemented across the region over the next three to five years

Tribal Implementation Plans (TIPs) – An air quality plan similar to a SIP and also approved by EPA that is administered by a federally recognized Tribe to ensure compliance with the NAAQS. SIPs do not apply on Tribal lands.

APPENDIX B-3

- SouthEastern Arizona Governments Organization
Annual Work Program (State Fiscal Year 2014)
-

SouthEastern Arizona Governments Organization Annual Work Program

**State Fiscal Year 2014
July 1, 2013 – June 30, 2014**

I. Work Program Purpose

Each year the Arizona Department of Transportation Multimodal Planning Division (ADOT MPD) prepares a Work Program (WP) for each Council of Government (COG) including goals, objectives, and required elements to be undertaken with federal funds distributed by ADOT. The WP requires each COG to comply with all applicable federal and State requirements and describes transportation planning activities to be conducted by the COG during the fiscal year. The WP is prepared for a period of one fiscal year beginning July 1st, and applies to the entire fiscal year ending June 30th.

| ACTIVITY/EVENT | DATE | RESPONSIBILITY |
|--|-------------------------|-----------------------|
| Begin Working on Draft WP | December-January | COG & ADOT |
| ADOT Provides First WP Draft to COG | March 15 | ADOT |
| COG Submits Final WP to ADOT | April 15 | COG |
| Regional Council Approval of WP | May 1 | COG |
| Final WP Due to Regional Planner | May 4 | COG |
| Execute Amendment to Extend Agreement | Prior to June 30 | ADOT |
| Final Invoice for WP ending June 30 | July 31 | ADOT |

The WP work elements are developed to meet the eight planning elements of MAP-21.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize preservation of the existing transportation system.

II. Work Elements - Roadways

Work Element 1: Public Involvement

1.1 Public Involvement Plan:

The COG will develop a public involvement plan that will guide outreach activities to stakeholders including agency staff, elected officials, the public, and other interested parties. In compliance with Federal and State regulations, the public involvement plan will address outreach for COG activities that occur throughout the fiscal year. Activities include development and amendment of the COG TIP and ADOT STIP, and participation in ADOT planning studies such as the statewide long-range plan.

1.2 Public Involvement Activities:

Public involvement activities will include the following:

- Conduct public involvement activities, as defined by the public involvement plan, as appropriate and feasible based on the development of the Plan;
- Demonstrate compliance with public involvement activities, such as the required minimum 45 day review period for the Transportation Improvement Program (TIP).

1.3 Consultation:

Consultation activities will include the following:

- Activities will include consultation with non-metropolitan elected officials and appointed officials with responsibility for transportation, public meetings, appropriate notification, and other elements;
- Follow guidelines set forth in ADOT policy document Consultation with Non – Metropolitan Local Officials found at: <http://www.azdot.gov/mpd/TCROpolicy.asp>.

1.4 Web Site:

Maintain the COG Web site with current and accurate data. The Web site will include, at a minimum, the following:

- Organizational chart;
- Name, title, and contact information for each staff member;
- Membership lists for the Technical Advisory Committee, Regional Council/Executive Board, and any other COG committees. The lists will include the name, title, and contact information for each member;
- Dates, locations, agendas, and minutes for the meetings of each committee. Agendas shall be posted a minimum of 24 hours before the scheduled meeting. Minutes shall be posted within 5 days of approval;
- Transportation Improvement Program, to include all subsequent amendments. Draft TIP amendments, in compliance with federal regulations (23 CFR 450);
- Public involvement activities; and
- Files or links to relevant planning studies conducted by the COG, ADOT, or member agencies.

Work Element 2: Highway Performance Monitoring System (HPMS) Data

2.1 HPMS Data Collection and Reporting

2.1.1 HPMS Module on TDMS data requirements

Using the HPMS module web application perform reviews and updates to the following data items for all road and street section records in HPMS database that are functionally classified above Local.

- Name of road and termini;
- Jurisdiction responsible for ownership;
- Jurisdiction responsible for maintenance;
- Facility type (one-way/two-way roadway/structure);
- Section length (mileage);
- Number of through lanes;
- Type of surface (pavement surface type);
- Functional Classification;
- Raw traffic counts (including date collected), factored AADT volumes or AADT volume estimates (AADT = Average Annual Daily Traffic).

Using the web application, perform reviews and updates to the following basic information about the extent of member agency road or street mileage registered in the HPMS database that is functionally classified as Local. This mileage will be reported by the following criteria:

- Rural/Urban Classification;
- Pavement Type (paved/unpaved);
- Average Annual Daily Traffic (AADT) Volume Range (AADT<50, AADT 50-199 etc).

Using the tools in the application, report other information specified by transportation analysis section (ADOT) or communicate the need to modify segment information. Examples are as follows:

- Collection of supplementary data items to update a member agency's sample section records in the HPMS database annually, as may be specified by the ADOT's Transportation Analysis Section;
- Notify Transportation analysis section when modifications are suggested or needed to any records in HPMS database as a result of project completions or other capital improvement.

2.1.2 TCDS Module on TDMS data requirements

Using the tools in the application, perform the following tasks related to the reporting of a member agency's traffic count data.

- Upload the results a member agency's raw traffic volume and classification counts for review, display, processing and inclusion to the HPMS database;
- To satisfy HPMS requirements, traffic counts must be of 48-hour duration and will be automatically converted to AADT volumes by the application;
- Provide ADOT staff or its contractors with meta data about the collected traffic counts such as GPS coordinates, reference numbers or other comments to ensure proper registry to the TDMS application.

2.1.3 Administrative Support, Training and Compliance

- Ensure the data items required for reporting through the HPMS Module have been reviewed and updated as necessary by each of its member agencies for ADOT review and assembly into the state HPMS database;
- Ensure that traffic data collected by or for its member agencies is completely and successfully posted to the web-based TDMS application so that it can be reviewed by ADOT and incorporated into the state HPMS database;
- Coordinate with the ADOT Transportation Analysis Section to receive and present training on HPMS data collection/reporting activities for local jurisdictions, by January of each year. The training will be provided by ADOT staff and/or its contractor through local or regional workshops and by internet webinars;
- Submit all required data listed above to the ADOT Transportation Analysis Section by April 1. Adhere to other data element deadlines as specified by the ADOT Transportation Analysis Section.

Work Element 3: Data Collection

3.1 Functional Classification:

- Submit a completed worksheet available on MPD – ADOT's website for Reclassification request, a signed official memo indicating the reclassification request and the map of the area indicating the routes requested to be reclassified to Transportation Analysis Section;
- Based on roadway classification, verify that projects identified for the TIP are eligible for federal funding (major collector or above).

3.2 Air Quality Standards:

Coordinate with ADOT Transportation Analysis / Air Quality staff to comply with requirements regarding nonattainment areas that do not meet the National Ambient Air Quality Standards.

3.3 Data for Population Projections and Estimates

Ensure that population data from the COG region is collected according to requirements of the Arizona Department of Commerce.

- Actively participate in the Department of Administration Council for Technical Solutions; and
- Work with local jurisdictions to ensure that data required for the preparation of population estimates and projections are collected and submitted to the Department of Administration by the prescribed due date.

Work Element 4: Transportation Improvement Program

4.1 Transportation Improvement Program (TIP):

Identify and prioritize transportation improvement projects that are to be completed over a four-to-five-year period on local and regional roads, using regionally-accepted policies and plans. Projects that meet federal requirements are eligible. The transportation planning process shall be

carried out in coordination, continuing, and comprehensive planning effort that facilitates the efficient, economic movement of people and goods in all areas of the State including those areas subject to the requirements of Title 23 U.S.C. 134.

- Submit to ADOT MPD a four-to-five-year TIP of prioritized projects, approved by the COG Regional Council, by August 1 each year;
- Provide guidance to local jurisdictions regarding their role in TIP development;
- Review and refine programming evaluation criteria in coordination with the COG's TIP cycle;
- Document the complete decision-making process employed in producing the TIP;
- Monitor approved projects through completion by providing technical assistance to local jurisdictions, and working cooperatively with ADOT Local Government staff and District Engineer(s);
- Conduct a public involvement process in accordance with Work Element 1; and
- Follow guidelines set forth by the Finance Management Section regarding Obligation Authority and expiring funds.

Work Element 5: Regional Planning Coordination

5.1 Transportation Technical Advisory Committee:

Maintain a Transportation Technical Advisory Committee (TAC) comprised of representatives of local jurisdictions and Tribal Nations for the purpose of carrying out regional planning activities. Conduct regular meetings; provide ADOT with all agendas and documentation of discussions and decisions. A member of the ADOT Planning staff will serve as a voting member of the TAC.

5.2 Technical Support:

- Represent the COG region at ADOT meetings on issues related to State System roadways and public transit within the region;
- Serve on Technical Advisory Committees for state, regional, tribal, and local transportation studies within the region;
- Provide technical input on local, regional, and tribal issues; review local, regional, and tribal plans and provide comment;
- Communicate regularly with the ADOT MPD Regional Planner and District Engineer(s) in regards to planning activities; and
- Coordinate with stakeholders to encourage participation in ADOT planning studies relevant to the region.

5.3 ADOT Five-Year Facilities Construction Program:

Work with ADOT and the TAC to prioritize and recommend improvements to roadways on the State Highway System to be considered for inclusion in the ADOT Five-Year Facilities Construction Program.

- Provide ADOT District Engineer(s) with a prioritized list of recommended improvements within their specified timeframe; and
- Provide input to ADOT District Engineer(s) on issues related to the connections between local roads and the State Highway System.

III Work Elements – Public Transportation / Transit

Work Element 6: Coordinated Mobility Program, Section 5310.

6.1 Organize and coordinate regional application process:

- Notify current grantees and prospective grantees of funding, the regional application workshop and/or webinar dates and locations, the application timeframes and where to access the Coordinated Mobility Programs applications and guidebooks online. Copy the ADOT Coordinated Mobility Programs Manager by email of all notices;
- Organize, coordinate and assist in conducting the regional application workshop. Provide an appropriate venue and equipment needed;
- Maintain a list of agencies and individuals that attend the application workshops;
- Assist agencies in preparation of applications. Ensure through a review of all applications, they are eligible, accurate, and complete. Any that are not complete must be returned to agency for corrections and must be submitted by the deadline;
- Conduct review panels that rank and prioritize applications consistent with the implementation strategy of the Regional Human Services & Public Transportation Coordination Plan; and
- Submit one complete hard copy application packet containing original signatures per agency and a recap of the agencies application rankings to the ADOT Coordinated Mobility programs Manager by the submission deadline.

6.2 Maintain and implement Regional Human Services & Public Transportation Coordination Plan:

- Assist local transportation providers and Coordinated Mobility grantees in assessing and developing local and regional mobility management and coordination options;
- Participate in coordination meetings and other local, regional and statewide venues, including working groups;
- Convene a regional coordinating council that meets on a quarterly basis per the FTA circular guidelines; and
- Create, maintain, update and implement the Regional Human Services and Public Transportation Coordination plan using the ADOT and FTA circular guidelines.

Work Element 7: Section 5311, Rural Public Transportation Program

7.1 Grantee application assistance

- Provide technical assistance, as needed; to applicants for the development of applications (i.e. provide socioeconomic data, census data and assist with identifying partners for consolidation and/or potential expansion of service within a region);
- Review applications (for applicable region) and generate an analysis per applicant of the service within the region and how it is incorporated into the coordination plan.

7.2 Participate in the annual evaluation process

- Upon request, COGs will participate in the evaluation process, which includes ranking the applicants according to the evaluation criteria contained in the Section 5311 Handbook.

7.3 Planning and Coordination

- Develop a Five Year Transit Plan component, to be included in the Regional Human Services and Public Transportation Coordination Plan;
- Work with ADOT and the TAC to prioritize and recommend transit service and facility improvements in the region;
- Participate in planning or operational studies, as needed, when changes in service within the region are considered;
- Coordinate safety, security and emergency management plans;
- Coordinate capital improvements with other public, private and non-profit agencies/stakeholders in the region.

Work Program and Budget Approval

In accordance with JPA 11-015, Section 3.0, the COG shall submit the Work Program and Budget to the Regional Council for approval. The COG may not incur any costs for work outlined in the WP or any subsequent amendments prior to receiving written approval from ADOT, FHWA, and FTA.

SouthEastern Arizona Governments Organization (SEAGO)



Randy Heiss **4/15/13**
SEAGO Executive Director **Date**



SEAGO Regional Council Chairperson **4/15/13**
Date

Arizona Department of Transportation, Multimodal Planning Division (ADOT MPD)

Scott Omer **Date**
ADOT MPD Director

Mark Hoffman **Date**
ADOT MPD SEAGO Region Liaison